



**SEX OFFENDER TREATMENT PROVIDER (SOTP) ADVISORY COMMITTEE
MEETING MINUTES**

DATE: September 19, 2005

PLACE: Department of Health
Point Plaza East
310 Israel Rd. SE, Room 139
Tumwater, WA 98501

COMMITTEE MEMBERS: Deborah Doane
Victoria Foedisch
Ione S. George (Absent)
Jan Horning (Absent)
Jack Sowers
Judge Gary Tabor
Lang Taylor (Absent)

STAFF: Bob Nicoloff, Executive Director
Karen Kelley, Program Manager
Megan McCormack, Program Representative
Peter Harris, Staff Attorney
Tammy Benson, Case Management Program Manager

**ASSISTANT ATTORNEY
GENERAL (AAG):** Geoff Hymans, AAG

- 1. CALL TO ORDER – Jack Sowers, Vice-Chair** **9:00 a.m.**
 - 1.1** The agenda was approved as presented.
 - 1.2** The March 14, 2005 minutes were approved.

2. DISCIPLINARY AND LICENSING

2.1 Complaint/Disciplinary Statistics:

Open Cases	3
Intake/Assessment	0
Investigation	2
Case Disposition	1

2.2 Credential Statistics:

Full Certification Sex Offender Treatment Providers:

Active-113

Inactive-1

Expired-37

Affiliate Sex Offender Treatment Providers:

Active-42

Inactive-0

Expired-94

Totals for Both Certifications:

Active-155

Inactive-1

Expired-131

3. PROGRAM REPORT – KAREN KELLEY AND BOB NICOLOFF

- 3.1** Committee members reviewed the proposed 2006 meeting dates. A final decision will be made at the December 12, 2005 meeting.
- 3.2** Mr. Jack Sowers was elected as chair and will serve until December, 2006.
- 3.3** Megan McCormack informed committee members that the paperwork for committee appointments and reappointments was submitted for processing.
- 3.4** Committee members reviewed Department of Health Policy #123 “Advisory Committee Guidelines”. They discussed reviewing the examination given for certification of SOTP’s and SOTP affiliates.
- 3.5** Karen Kelley distributed the August 2005 issue of “The Sentinel”.
- 3.6** Committee members received the Health Professions Fee Document which explains renewal fee reductions.
- 3.7** Committee members received the data for the provider credential lookup program.

4. RULE-MAKING

4.1 Ms. Kelley updated committee members on the expedited rule package for the following rules:

- WAC 246-930-020 Underlying credential as a health professional required.
- WAC 246-930-200 Application and examination.
- WAC 246-930-220 Reexamination.
- WAC 246-930-301 Purpose-Professional standards and ethics.
- WAC 246-930-431 Expired license.
- WAC 246-930-490 Sexual misconduct.
- WAC 246-930-990 Fees and renewal cycle.
- WAC 246-930-995 Conversion to a birthday renewal cycle.

4.2 Ms. Kelley updated committee members on the amendments to:

- WAC 246-930-040 Professional experience required prior to examination.
- WAC 246-930-050 Education required for affiliate prior to examination.
- WAC 246-930-075 Description of supervision of affiliates.
- WAC 246-930-330 Standards for treatment. Introduction – SSOSA/SSODA offender treatment.

4.3 Ms. Kelley updated committee members on the amendments to:

- WAC 246-930-010 General Definitions.
- WAC 246-930-060 Professional experience required for affiliate prior to examination.
- WAC 246-930-320 Standards for SSOSA and SSODA assessment and evaluating reports.

Committee members asked Karen Kelley to provide an outline identifying language in the rules that need to be amended.

5. OTHER ISSUES

5.1 Tammy Benson, Case Management Program Manager, was introduced to Committee members. She met with Jack Sowers after the meeting to discuss a disciplinary case.

6. ADJOURNMENT

The meeting was adjourned at 11:03 a.m.